

NASA PERFORMANCE REVIEW BOARD

1. PURPOSE

This charter establishes the NASA Performance Review Board (PRB) and sets forth its functions, membership, meetings, duration, and records retention.

The PRB is established to provide advice, counsel, and recommendations for consideration by the Administrator relating to the performance of executives, including performance ratings and bonuses.

2. APPLICABILITY/SCOPE

This charter applies to NASA Headquarters, except the Office of the Inspector General, and all NASA Centers, including Component Facilities and the NASA Shared Services Center.

3. AUTHORITY

5 U.S.C. 4314(c) and 5 CFR 430.307.

4. FUNCTIONS

Recommends to the Administrator, through the NASA Senior Executive Committee, annual performance ratings, performance bonuses, and annual pay increases for members of the NASA Senior Executive Service (SES) and incumbents of Senior Scientific and Technical (ST) and Senior Level (SL) positions.

Reviews SES annual performance appraisals and provides feedback to organization heads on their administration of the SES performance appraisal process in their organization. Recommends to the Administrator names of SES and ST/SL executives to be nominated for the Presidential Rank Awards of Distinguished and Meritorious.

5. MEMBERSHIP

The membership of the PRB includes the following:

- a. Chairperson, Associate Administrator.
- b. Executive Secretary, Director, Workforce Management and Development Division, Office of Human Capital Management.
- c. General Counsel.
- d. Assistant Administrator for Human Capital Management.
- e. Assistant Administrator for Diversity and Equal Opportunity.
- f. Associate Administrator for Science Mission Directorate.
- g. Associate Administrator for Space Operations Mission Directorate.
- h. Associate Administrator for Aeronautics Research Mission Directorate.

- i. Associate Administrator for Exploration Systems Mission Directorate.
- j. Associate Administrator for Institutions and Management.
- k. Director, Ames Research Center.
- l. Director, Dryden Flight Research Center.
- m. Director, Glenn Research Center.
- n. Director, Goddard Space Flight Center.
- o. Director, Johnson Space Center.
- p. Director, Kennedy Space Center.
- q. Director, Langley Research Center.
- r. Director, Marshall Space Flight Center.
- s. Director, Stennis Space Center.

The Associate Administrator may change the membership or designate temporary members at any time. Such changes will become effective immediately and be reflected in subsequent revisions to the charter.

6. MEETINGS

Meetings are held at the call of the Chair, as required.

7. DURATION

This Board will remain in existence at the discretion of the Administrator.

8. ASSESSMENT

The PRB will provide an annual report of accomplishments to the Senior Executive Committee for assessment of performance.

9. RECORDS

The Workforce Management and Development Division, Office of Human Capital Management, is responsible for the maintenance of this charter and all other records associated with the PRB.